

(This tender is meant for printers empanelled with Publications Division  
for printing of Hard bound/Coffee Table Books as per list enclosed)

**Speed Post**

**No. D-29017/6/2018-19/Prod.**

Government of India

**PUBLICATIONS DIVISION**

Ministry of Information and Broadcasting

Soochna Bhawan, CGO Complex, Lodhi Road,

**New Delhi-110 003.**

M/s. \_\_\_\_\_  
\_\_\_\_\_

Dated: 25/01/2019

**Subject: - Printing of book "Important Quotes of H'ble Prime Minister" in English**

Dear Sirs,

Sealed quotations are invited for the production of **21,500 copies (21,000 Paper-back & 500 hard-bound)** of the above prestigious book on **TOP PRIORITY BASIS**. If you are in a position to undertake the production of the job as per specifications given below and supply the printed copies within the specified time schedule, please submit your quotation in this form only under a sealed cover so as to reach this office **latest by 01.02.2019 (3:00 PM)**. It should be addressed to the Director General, Publications Division and may be dropped in to the "TENDER BOX" kept in Room No. 666, 6<sup>th</sup> floor, Soochna Bhawan, C.G.O. Complex, Lodhi Road, New Delhi-110003. Tenders will be opened on the same day at 3.30 PM in Room No. 666, 6<sup>th</sup> floor, Soochan Bhawan, New Delhi. The following words should be super-scribed on the envelope:

"Confidential contents Quotation for printing the book: **"Important Quotes of H'ble Prime Minister" in English**

**Job No. No.D-29017/6/2018-19/Prod.**

**Last Date: 01.02.2019 (3.00 PM)**

Please note that the quotations received after due date and time will not be considered.

  
(V. K. Meena)

Joint Director (Prod.)

For & on behalf of the President of India

**DESCRIPTION:** A book may comprises 100 pages of text interspersed with colour illustrations/photographs and 4 pages of cover for Paper Back and hard cover with dust jacket for Hard Bound is to be produced from CD/laser print-out and colour scheme for cover. Textual corrections, addition and deletion of text matter in the available soft copy, page making interspersed with photographs in colour and corrections etc. will have to be done by the printer for final approval of text pages. **Cover & 1<sup>st</sup> forme of text pages for both (Paper Back and Hard Bound) Editions will be printed separately since sale price and ISBN etc. of both Editions will be different.**

**Paper back Edition (21,000 copies):** All text pages are to print in four process colour. The cover pages comprising of photographs, colour design alongwith title, logo design, some text lines etc. surrounded by a ground will print in four process colours and to be matt/gloss laminated with UV coating. Book will be section sewn with strong thread. The printed & laminated/UV coated cover duly machine creased at 4 places will be pasted over spine with good quality hot melt adhesive.

**Hard bound Edition (500 copies):** All text pages, printed cover and dust jacket will be printed in four colour plus aqueous coating as 5<sup>th</sup> colour. Book will be section-sewn with strong thread and 4 pages of printed End-papers to be pasted on both sides of the book. The spine will be strengthened with binding cloth/lining and supporting cords of matching colour at top and bottom. A full hard bound cover case is to be fabricated from 2 mm smooth finished Imported book binding board at front, back and spine, fully covered and pasted with a printed cover which should be bigger enough to turn about 1/2" and pasted from inside also. Fabrication of book should be done on Joint Forming machine for proper grooving for easy and full opening of the book. A Dust jacket with an open size of 8.7" x 18" (approx.) duly printed in four process colours with aqueous coating will be wrapped on the book with a flap of about 3" folded inside the hard-bound cover case. Each book will have to be shrink wrapped/packed in self adhesive polythene bag.

**FINISHED SIZE: 5.5"x8.5" (Approx.)** (The size of Hard-board cover case & jacket should be slightly bigger so that it protrudes slightly at Top, Front & Bottom).

**Contd.....2/-**

**COLOURS:**

**Hard Bound Books:** Text pages, End-papers, Outer cover & Dust-jacket:

**Four process colours plus aqueous coating.**

**Paper Back Books:** Cover & Text pages: **Four process colours throughout**

**LANGUAGE & QUANTITY:** **English– Paper Back: 21,000 plus Advance copies**

**Hard Boud: 500 plus Advance copies**

**PROCESS OF PRODUCTION:** Offset, Lamination/UV coating on cover & aqueous coating for Hard bound books.

**PAPER:** The following paper and other material will be used from printer's stock. Samples of paper may be enclosed with your quotation with full nomenclature. Paper/Card will have to be got approved before the final printing is done.

**For Paper back Edition:**

Text Pages: **120 GSM** or above Matt finished Bilt Royal or equivalent quality white Imported Art Paper

Cover: **300 GSM** or above Matt finished Bilt Royal or equivalent quality White Art Card.

**For Hard bound Edition:**

Text pages: **120 GSM** fine quality white Natural Evolution Paper

End-paper: **145 GSM** fine quality white Natural Evolution Paper

Printed Cover sheets: **120 GSM** fine quality white Natural Evolution Paper

Dust Jacket: **145 GSM** fine quality white Natural Evolution Paper

Board for Hard-bound Cover: **2 mm** or above Smooth finished imported book binding Board

**MATERIAL FOR PRODUCTION:** Final CD having the soft copy for text pages and cover will be supplied. However, final corrections in text matter if found in dummy book may require to be done in the press.

**TIME SCHEDULE:** An overall of 06 (Six) days will be allowed for proofing, printing, binding and supply of minimum 15,000 (Paper Back) and 200 (Hard Bound) copies in our Current Store at Sookhana Bhawan after the approval of dummy copy and remaining copies within another 3 days time. A complete digital dummy book printed on specified paper will have to be submitted for approval.

**DELAY PENALTY:**

- (1) This is a very prestigious and Time Bound job. If copies are not delivered within the specified time period, the order is likely to be cancelled.
- (2) A cut/penalty of 20% of cost of delayed copies will be imposed for delay in supply over & above the specified time.
- (3) Besides, printer may also be suspended from Panel for future jobs.

**PACKING AND DISPATCH:** Printer will have to submit a Digital copy of both Editions for approval before the final printing is done. 25 advance copies of each Edition (Over & above the ordered quantity) are to be delivered in this office. Remaining bulk copies will be supplied to our Current Store at Sookhana Bhawan, New Delhi. Each book is to be shrink wrapped/packed in polythene bag

**OTHER REMARKS:**

1. Since books are require to be distributed in a function, all copies will have to be delivered by the printer on or before **10.02.2019** positively.
2. Time Schedule must be adhered to. No additional time will be allowed on any account including the procurement of paper.
3. A neat and high class production with uniformity throughout is essential.
4. This enquiry is subject to our usual terms and conditions of tender.
5. All input material will have to be returned at printer's cost including final PDF CD.
6. All taxes should be included in your quoted rates. No tax will be paid separately.
7. In case of poor workmanship, use of inferior quality of paper or backing out after opening of quotation, liquidated damages/penalty is likely to be imposed as decided by an internal committee.
8. All disputes will be settled under Delhi Jurisdiction.
9. Tenderers can send their representative at the time of opening of tender.

-3-

Your rates should be quoted on the following lines including cost of paper and all other incidental charges etc. The applicable GST will be paid separately:

1. Rate per 1000 for printing of **21,000 copies** of **Paper-back Edition** Rs. \_\_\_\_\_)  
on printer's paper as per Description.  
(Rupees \_\_\_\_\_)
2. Total cost for printing of **500 copies** of **Hard Bound Edition** with Rs. \_\_\_\_\_)  
**Dust Jacket** on printer's paper as per Description  
(Rupees \_\_\_\_\_)
3. Rate per 1000 for printing of every additional/reduced 4 pages of text Rs. \_\_\_\_\_)  
on printers paper  
(Rupees \_\_\_\_\_)
4. Rate per copy of Digital printed book (as per specification) Rs \_\_\_\_\_)  
(Rupees \_\_\_\_\_)
5. Present applicable GST rates.....%

NOTE: (i) **Since this is a very prestigious & Time bound job, Printers are advised to read the Time schedule and Delay Penalty clause before quoting for the job.**

(ii) **The L-1 tenderer will be decided on the basis of the combined rates of Paper-back & Hard-bound Edition. If felt necessary, the job may be divided between 2 or more printers on the basis of merit of the lowest quoted/accepted rates for timely completion of the job.**

I/we undertake that the printing of the job will be done in strict accordance with the terms and specifications of the tender set out above.

Signature \_\_\_\_\_

(With stamp)

Date:

**PUBLICATIONS DIVISON**  
Ministry of Information and Broadcasting  
Soochna Bhawan, CGO Complex, Lodhi Road  
New Delhi-110003


File No. **D-29017/6/2018-19/Prod.**

Tender Opening Date: **01/02/2019**

**Subject: Printing of book "Important Quotes of H'ble Prime Minister" in English**

Tenders are issued to the following selected 'A', 'B' and empanelled printers for coffee table books with Publications Divison.

- 1) M/s Archana Advertising Pvt. Ltd.
- 2) M/s Brijbasi Art Press Ltd.
- 3) M/s EIH Limited
- 4) M/s International Print-q-Pack Ltd.
- 5) M/s Magic International Pvt. Ltd.
- 6) M/s Niyogi Offset Pvt. Ltd.
- 7) M/s Nutech Print Services
- 8) M/s Paras Offset Pvt. Ltd.
- 9) M/s Rave Scans Pvt. Ltd.
- 10) M/s Thomson Press India Ltd.
- 11) M/s J.K. Offset Graphics Pvt. Ltd.

  
(V.K. Meena)  
Joint Director (Prod.)  
25/01/2019